

# Minutes

June 28, 2018  
98 Alexandria Pike, Suite 35  
Warrenton, VA 20186

## Board of Equalization (BOE):

Dawn Arruda  
Jennifer Hoysa  
Lee Sherbeyn  
Ida Light  
Tom LaHaye

**Determination of Quorum:** The BOE secretary confirmed that a quorum was present

**Call to Order:** Ida Light called the meeting to order at 8:30 a.m.

## **Review of Agenda:**

### **Review for potential adoption of Minutes of 6/26/2018 Meeting:**

Lee Sherbeyn moved to approve the 6/26/2018 meeting minutes and hearing results. Dawn Arruda seconded and the motion carried. The hearing results will be attached to the official minutes.

## **Action Items/Reports of Officer:**

After the assessor visited Suffield Meadows to view home sites to see if they were one story and two story, he recommended changing the base section of certain parcels from one story to two story to capture the correct square foot rate. Dawn Arruda moved to accept the assessor's recommendation. Ida Light seconded and the motion carried.

See hearing results for 6/28/2018.

**New Business** – The BOE recommended that for the next reassessment the assessors revisit adjustment amounts for non-perk home sites and secure an updated list of such home sites from the Health Department.

**Next Meeting** - The next Administrative Meeting/Hearings will be Thursday, June 28, 2018 beginning at 8:30 a.m. The meeting notice will be posted.

**Adjourned** –Dawn Arruda moved to adjourn at 12:45 p.m. Lee Sherbeyn seconded and the motion carried.

Submitted by,

Jennifer R. Hoysa  
2018 BOE Secretary